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Subject: Update on Substantive Change at WSCUC

Some recent changes we are implementing to our Substantive Change procedures at WSCUC. The Commission has retired its previous Degree Level Approvals policy to conform to the expectations of federal regulations. We now need to screen all new degree programs which institutions would like to implement in order to determine if the proposed offering represents a significant departure from its existing offerings, therefore requiring a review. Each institution will need to submit to WSCUC at minimum a screening form for each proposed new degree program for a review determination. The screening form is short, but more information may be needed from an institution in some cases. I've attached a copy of the screening form questions for your reference. This will be an online form, each institutions Accreditation Liaison Officer will be provided a login for this purpose and for submission of other substantive change applications (no more paper applications). The turnaround time for this screening should be short given adequate information is provided.

We also have revised the classifications for locations to conform to regulations; the new classifications are Branch Campus and Additional location (formerly standalone location). The previous designation for "Satellite" location has been retired. All former "Satellite" locations have been grandfathered as Additional locations. The Substantive Change Manual has also been updated to reflect the recent changes. Our proposal templates still retain the prompt for evidence of CSU approval prior to review. I am happy to discuss any questions or concerns that you may have regarding any of these new changes as they pertain to CSU institutions.